



Michigan *Office of the Auditor General* **REPORT SUMMARY**

Performance Audit

Michigan Career and Technical Institute

Department of Labor and Economic Growth

Report Number:
641-0350-06

Released:
March 2007

The Michigan Career and Technical Institute (MCTI), administered by Michigan Rehabilitation Services (MRS), is a residential training facility located at Pine Lake near Plainwell, Michigan. MCTI's mission is to conduct vocational and technical training programs and provide the supportive services needed to prepare Michigan citizens with physical, mental, or emotional disabilities for competitive employment.

Audit Objective:

To assess the effectiveness of MCTI's efforts to evaluate its success in preparing students for and placing students in competitive employment.

Audit Conclusion:

MCTI was effective in evaluating its success in preparing students for and placing students in competitive employment.

Reportable Conditions:

MCTI had not fully implemented a comprehensive continuous quality improvement process for its vocational training programs (Finding 1).

MCTI did not consistently conduct and document postgraduate follow-up with all graduates and/or their employers (Finding 2).

Noteworthy Accomplishments:

MCTI, in conjunction with the MRS technical team, designed the Accessible Web-Based Activity and Reporting Environment (AWARE) case management

information system to combine tracking of career assessment, education, and training services into a unified system. In addition, the AWARE system integrated features, such as case note recording and student progress reporting, allowing the various disciplines to access and input information pertinent to each student's record. As a result, MCTI staff are better able to monitor student activity and coordinate services necessary to ensure a valuable experience resulting in successful completion of each student's goals.

MCTI achieved full accreditation from the North Central Association's Commission on Accreditation and School Improvement and the Commission on Accreditation of Rehabilitation Facilities.

~ ~ ~ ~ ~

Audit Objective:

To assess the effectiveness of MCTI's efforts to help students successfully complete their training.

Audit Conclusion:

MCTI was effective in helping students successfully complete their training.

Reportable Condition:

MCTI did not ensure that students met vocational training prerequisites before the students entered vocational training. Also, MCTI did not sufficiently document student waivers of vocational training prerequisites. (Finding 3)

Noteworthy Accomplishments:

MCTI developed several prevocational programs (the Reading Clinic, Advanced Career Education, and Step-Up) to help improve students' reading, mathematics, basic computer, and employability skills. Since the implementation of these programs in school year 2001-02, MCTI has consistently improved its student retention rate each year. MCTI management informed us that, prior to school year 2001-02, the retention rate was 62%; however, the school year 2004-05 student retention rate was 77%.

Also, MCTI established the Certified Nursing Assistant program in school year 2004-05 and its competency-based curriculum was approved by the State of Michigan. This program, which is a one-term program, graduated 38 students in school year 2005-06.

~ ~ ~ ~ ~

Agency Response:

Our audit report includes 3 findings and 4 corresponding recommendations. The Department of Labor and Economic Growth's preliminary response indicated that it agreed with all 4 recommendations.

~ ~ ~ ~ ~

A copy of the full report can be obtained by calling 517.334.8050 or by visiting our Web site at: <http://audgen.michigan.gov>



Michigan Office of the Auditor General
201 N. Washington Square
Lansing, Michigan 48913

Thomas H. McTavish, C.P.A.
Auditor General

Scott M. Strong, C.P.A., C.I.A.
Deputy Auditor General